



RESOLUTION NO.
2019AP/230-471-(2019)C11
Brooklyn Community Board No. 1
Chairperson Dealice Fuller
Sexual Harassment Prevention and Response Practices Audit
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	May 3, 2019	Response Received	May 6, 2019
Final Determination Issued	May 10, 2019	Exempt	
Compliance-Monitoring	Not Required		

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 1's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 1's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated May 3, 2019, setting forth findings; and

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 10, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 10, 2019, the entity was exempt from issuing a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 1 was exempt from monitoring on May 10, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 6, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 1's equal employment practices; Now Therefore,

Be It Resolved, that the Brooklyn Community Board No. 1 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Dealice Fuller of the Brooklyn Community Board No. 1.

Approved unanimously on May 21, 2019.



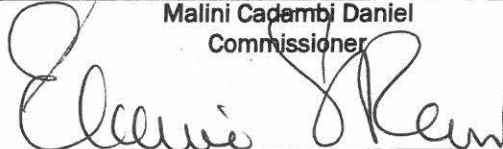
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner

RESOLUTION NO.
2019AP/231-472-(2019)C20
Brooklyn Community Board No. 2
Chairperson Lenué H. Singletary
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 1		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	May 10, 2019	Response Received	May 28, 2019
Final Determination Issued	May 31, 2019	Response Received	June 17, 2019
Compliance-Monitoring	Not Required		

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 2's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 2's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated May 10, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Corrective Action #1: Community Boards must distribute/post an annual policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 31, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 17, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 2 was exempt from monitoring on June 17, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated June 17, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 2's equal employment practices; Now Therefore,

Be It Resolved, that the Brooklyn Community Board No. 2 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Luen H. Singletary of the Brooklyn Community Board No. 2.

Approved unanimously on June 21, 2019.



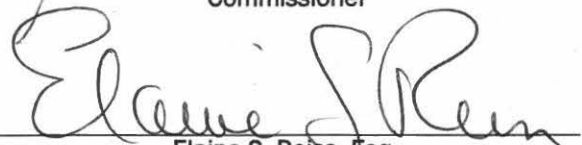
Angela Cabrera
Commissioner



Malini Cadambi Daniel
Commissioner



Arva R. Rice
Commissioner



Elaine S. Reiss, Esq.
Commissioner

RESOLUTION NO.
2019AP/233-473-(2019)C27
Brooklyn Community Board No. 3
Chairperson Richard Flateau
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 2		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	May 21, 2019	No Response Received	
Final Determination Issued	June 14, 2019	Response Received	July 1, 2019
Compliance-Monitoring	Required	July 1, 2019 to August 31, 2019 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 3's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 3's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated May 21, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Corrective Action #1: Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.

Corrective Action #2: Community Board Chairpersons, or their designees must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not

submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on June 14, 2019, which indicated that the following areas required corrective action: no(s). 1 and 2; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from July 1, 2019 to August 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on July 1, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 3 was monitored until August 7, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated August 6, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 3's equal employment practices; Now Therefore,

Be It Resolved, that the Brooklyn Community Board No. 3 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Richard Flateau of the Brooklyn Community Board No. 3.

Approved unanimously on September 12, 2019.



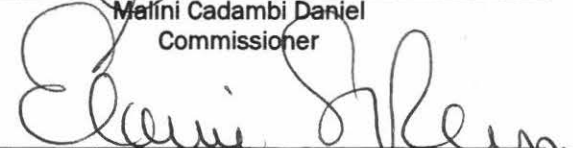
Angela Cabrera
Commissioner



Malini Cadambi Daniel
Commissioner



Arva R. Rice
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair

**RESOLUTION NO.
 2019AP/235-474-(2019)C38
 Brooklyn Community Board No. 4
 Chairperson Robert Camacho
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	October 25, 2019	Response Received	November 8, 2019
Final Determination Issued	November 13, 2019	Exempt	
Compliance-Monitoring	Not Required		

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 4’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 4’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated October 25, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on November 13, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from December 1, 2019 to January 31, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on November 13, 2019, the entity was exempt from issuing a response to the EEPC's Final Determination; and

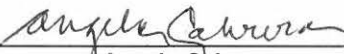
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 4 was exempt from monitoring on November 13, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated November 12, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 4's equal employment practices; Now Therefore,

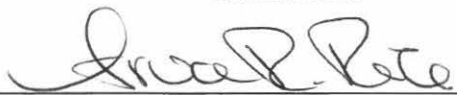
Be It Resolved, that the Brooklyn Community Board No. 4 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Robert Camacho of the Brooklyn Community Board No. 4.

Approved unanimously on November 21, 2019.




Angela Cabrera
Commissioner



Arva R. Rice
Commissioner

absent

Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair

**RESOLUTION NO.
 2019AP/234-476-(2019)C37
 Brooklyn Community Board No. 6
 Chairperson Peter Fleming
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	October 25, 2019	Response Received	October 28, 2019
Final Determination Issued	October 30, 2019	Exempt	
Compliance-Monitoring	Not Required		

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 6’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 6’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated October 25, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the

entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on October 30, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from November 1, 2019 to December 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on October 30, 2019, the entity was exempt from issuing a response to the EEPC's Final Determination; and


Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 6 was exempt from monitoring on October 30, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated October 28, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 6's equal employment practices; Now Therefore,

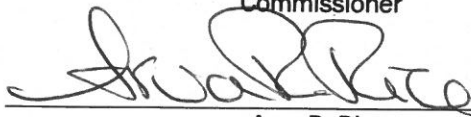
Be It Resolved, that the Brooklyn Community Board No. 6 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Peter Fleming of the Brooklyn Community Board No. 6.

Approved unanimously on October 31, 2019.



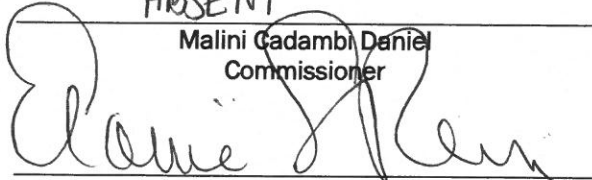
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner

ABSENT

Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair

**RESOLUTION NO.
 2019AP/233-477-(2019)C26
 Brooklyn Community Board No. 7
 Chairperson Cesar Zuniga
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 5		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 19, 2019	No Response Received	
Final Determination Issued	May 10, 2019	Response Received	July 18, 2019
Compliance-Monitoring	Required	June 1, 2019 to July 31, 2019 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 7's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 7's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 19, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Corrective Action #1: Community Boards must distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.

Corrective Action #2: Community Boards must follow, distribute and post the Borough President's policy(ies) against sexual harassment.

Corrective Action #3: Community Boards must ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.

Corrective Action #4: Community Boards must direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.

Corrective Action #5: Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 10, 2019, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on July 18, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 7 was monitored until July 30, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated August 5, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 7's equal employment practices; Now Therefore,

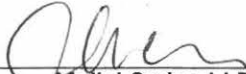
Be It Resolved, that the Brooklyn Community Board No. 7 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Cesar Zuniga of the Brooklyn Community Board No. 7.

Approved unanimously on September 12, 2019.



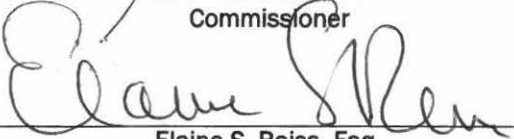
Angela Cabrera
Commissioner



Malini Cadambi Daniel
Commissioner



Arva R. Rice
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair

RESOLUTION NO.
2019AP/236-478-(2019)C41
Brooklyn Community Board No. 8
Chairperson Ethel Tyus, Esq.
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 2		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	October 18, 2019	Response Received	October 25, 2019
Final Determination Issued	October 29, 2019	Response Received	November 22, 2019
Compliance-Monitoring	Required	November 1, 2019 to December 31, 2019 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 8's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 8's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated October 18, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.
2. Ensure that all individuals who work within the board receive training and/or a guide on the prevention of sexual harassment and their related rights and responsibilities.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on October 29, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from November 1, 2019 to December 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on November 22, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 8 was monitored until November 22, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated November 20, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 8's equal employment practices; Now Therefore,

Be It Resolved, that the Brooklyn Community Board No. 8 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Ethel Tyus of the Brooklyn Community Board No. 8.

Approved unanimously on December 19, 2019.



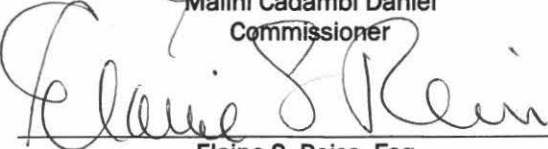
Angela Cabrera
Commissioner



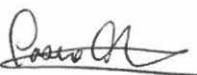
Malini Cadambi Daniel
Commissioner



Arva R. Rice
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair

**RESOLUTION NO.
 2019AP/232-479-(2019)C24
 Brooklyn Community Board No. 9
 Chairperson Patricia Baker
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 5		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 26, 2019	No Response Received	
Final Determination Issued	May 15, 2019	Response Received	June 14, 2019
Compliance-Monitoring	Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 9's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 9's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 26, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Corrective Action #1: Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.

Corrective Action #2: Follow, distribute and post the Borough President's policy(ies) against sexual harassment.

Corrective Action #3: Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.

Corrective Action #4: Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.

Corrective Action #5: Community Board Chairpersons, or their designees, must consult and cooperate with the Borough President's principal EEO Professional on the prevention, investigation, and resolution of sexual harassment complaints.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 15, 2019, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, and 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 14, 2019, the entity issued a response to the EEPC's Final Determination; and

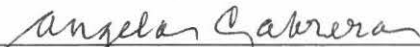
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 9 was monitored until July 8, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated July 9, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 9's equal employment practices; Now Therefore,


Be It Resolved, that the Brooklyn Community Board No. 9 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Patricia Baker of the Brooklyn Community Board No. 9.


Approved unanimously on July 11, 2019.




Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Datta
Commissioner



Elaine S. Reiss, Esq.
Commissioner

**RESOLUTION NO.
 2019AP/231-480-(2019)C15
 Brooklyn Community Board No. 10
 Chairperson Doris Cruz
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 22, 2019	No Response Received	
Final Determination Issued	May 15, 2019	Response Received	May 30, 2019
Compliance-Monitoring	Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 10’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 10’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 22, 2019, setting forth findings.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 15, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 30, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 10 was monitored until May 30, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 15, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 10's equal employment practices; Now Therefore,


Be It Resolved, that the Brooklyn Community Board No. 10 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Doris Cruz of the Brooklyn Community Board No. 10.

Approved unanimously on June 21, 2019.



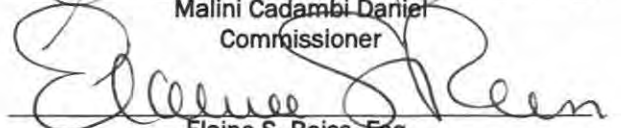
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner

**RESOLUTION NO.
 2019AP/231-481-(2019)C16
 Brooklyn Community Board No. 11
 Chairperson William Guarinello
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 22, 2019	No Response Received	
Final Determination Issued	May 15, 2019	Response Received	May 30, 2019
Compliance-Monitoring	Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 11’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 11’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 22, 2019, setting forth findings.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 15, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 30, 2019, the entity issued a response to the EEPC's Final Determination; and

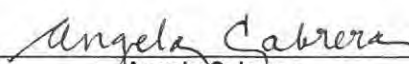
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 11 was monitored until May 30, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 15, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 11's equal employment practices; Now Therefore,


Be It Resolved, that the Brooklyn Community Board No. 11 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson William Guarinello of the Brooklyn Community Board No. 11.

Approved unanimously on June 21, 2019.



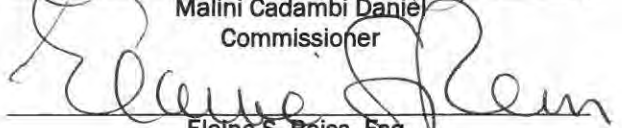
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



RESOLUTION NO.
2019AP/230-482-(2019)C14
Brooklyn Community Board No. 12
Chairperson Yidel Perlstein
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 25, 2019	No Response Received	
Final Determination Issued	May 15, 2019	Response Received	May 20, 2019
Compliance-Monitoring	Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 12's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 12's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 25, 2019, setting forth findings.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 15, 2019, which indicated that no areas required corrective action ; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 20, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 12 was monitored until May 20, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 15, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 12's equal employment practices; Now Therefore,

Be It Resolved, that the Brooklyn Community Board No. 12 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Yidel Perlstein of the Brooklyn Community Board No. 12.

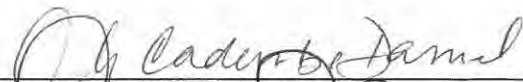
Approved unanimously on May 21, 2019.



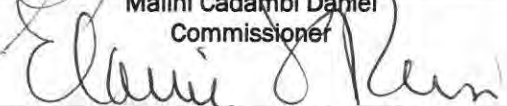
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



RESOLUTION NO.
2019AP/231-483-(2019)C17
Brooklyn Community Board No. 13
Chairperson Joann Weiss
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 25, 2019	No Response Received	
Final Determination Issued	May 15, 2019	Response Received	May 30, 2019
Compliance-Monitoring	Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 13’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 13’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 25, 2019, setting forth findings.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 15, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 30, 2019, the entity issued a response to the EEPC's Final Determination; and

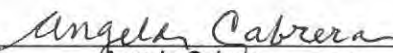
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 13 was monitored until May 30, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 30, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 13's equal employment practices; Now Therefore,

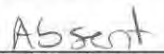
Be It Resolved, that the Brooklyn Community Board No. 13 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Joann Weiss of the Brooklyn Community Board No. 13.

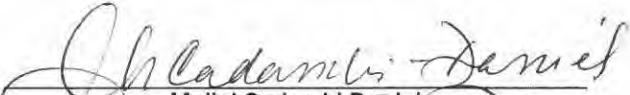
Approved unanimously on June 21, 2019.



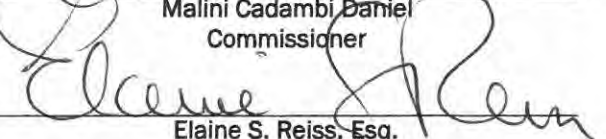
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi, Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



RESOLUTION NO.
2019AP/231-484(2019)C18
Brooklyn Community Board No. 14
Chairperson Ed Powell
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 4		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 22, 2019	Response Received	May 1, 2019
Final Determination Issued	May 15, 2019	Response Received	May 29, 2019
Compliance-Monitoring	Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 14’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 14’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 22, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Corrective Action #1: Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.

Corrective Action #2: Follow, distribute and post the Borough President's policy(ies) against sexual harassment.

Corrective Action #3: Ensure that all individuals who work within the board receive information regarding the Borough President's complaint investigation procedures.

Corrective Action #4: Direct employees to utilize the Borough President's Equal Employment Opportunity (EEO) Office to file an internal complaint.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 15, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 29, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 14 was monitored until May 29, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated May 15, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 14's equal employment practices; Now Therefore,

Be It Resolved, that the Brooklyn Community Board No. 14 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Ed Powell of the Brooklyn Community Board No. 14.

Approved unanimously on June 21, 2019.



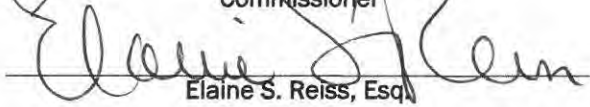
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



**RESOLUTION NO.
2019AP/230-485-(2019)C12
Brooklyn Community Board No. 15
Chairperson Theresa Scavo
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 26, 2019	Response Received	April 29, 2019
Final Determination Issued	May 15, 2019	Exempt	
Compliance-Monitoring	Not Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 15’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 15’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 26, 2019, setting forth findings.

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 15, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 15, 2019, the entity was exempt from issuing a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 15 was exempt from monitoring on May 15, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 30, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 15's equal employment practices; Now Therefore,

Be It Resolved, that the Brooklyn Community Board No. 15 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Theresa Scavo of the Brooklyn Community Board No. 15.

Approved unanimously on May 21, 2019.



Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



**RESOLUTION NO.
2019AP/230-486-(2019)C13
Brooklyn Community Board No. 16
Chairperson Genese Morgan
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 22, 2019	Response Received	April 29, 2019
Final Determination Issued	May 15, 2019	Exempt	
Compliance-Monitoring	Not Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 16’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 16’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 22, 2019, setting forth findings; and

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 15, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 15, 2019, the entity was exempt from issuing a response to the EEPC's Final Determination; and

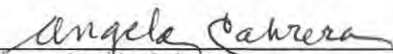
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 16 was exempt from monitoring on May 15, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated April 25, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 16's equal employment practices; Now Therefore,

Be It Resolved, that the Brooklyn Community Board No. 16 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Genese Morgan of the Brooklyn Community Board No. 16.

Approved unanimously on May 21, 2019.



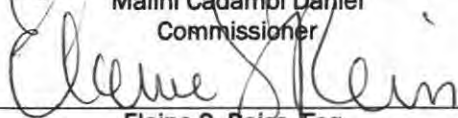
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



RESOLUTION NO.
2019AP/231-487-(2019)C19
Brooklyn Community Board No. 17
Chairperson Barrington Barrett
Sexual Harassment and Prevention Responses
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 1		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 25, 2019	No Response Received	
Final Determination Issued	May 10, 2019	Response Received	May 24, 2019
Compliance-Monitoring	Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 17’s Sexual Harassment and Prevention Responses; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 17’s Sexual Harassment and Prevention Responses, the EEPC issued a Preliminary Determination, dated April 25, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Corrective Action #1: Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 10, 2019, which indicated that the following areas required corrective action: no(s). 1; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 24, 2019, the entity issued a response to the EEPC's Final Determination; and

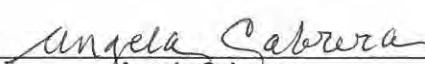
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 17 was monitored until June 12, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated June 14, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 17's equal employment practices; Now Therefore,

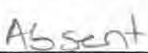
Be It Resolved, that the Brooklyn Community Board No. 17 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Barrington Barrett of the Brooklyn Community Board No. 17.

Approved unanimously on June 21, 2019.



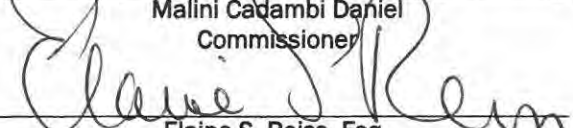
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



**RESOLUTION NO.
2019AP/231-488-(2019)C21
Brooklyn Community Board No. 18
Chairperson Gardy Brazela
Sexual Harassment and Prevention Responses
DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 1		
Period Audit Covered	January 1, 2018 to December 31, 2018		
Preliminary Determination Issued	April 25, 2019	Response Received	April 30, 2019
Final Determination Issued	May 15, 2019	Response Received	May 16, 2019
Compliance-Monitoring	Required	June 1, 2019 to July 31, 2019	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Brooklyn Community Board No. 18’s Sexual Harassment and Prevention Responses; and

Whereas, pursuant to the audit, review, and evaluation of the Brooklyn Community Board No. 18’s Sexual Harassment and Prevention Responses, the EEOC issued a Preliminary Determination, dated April 25, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Corrective Action #1: Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 15, 2019, which indicated that the following areas required corrective action: no(s).1; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to July 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 16, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Brooklyn Community Board No. 18 was monitored until June 19, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chairperson submitted a copy of a memorandum to staff dated June 20, 2019, which recognized the EEPC's audit and reiterated commitment to the Brooklyn Community Board No. 18's equal employment practices; Now Therefore,


Be It Resolved, that the Brooklyn Community Board No. 18 has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chairperson Gardy Brazela of the Brooklyn Community Board No. 18.

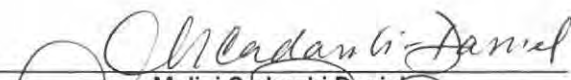
Approved unanimously on June 21, 2019.



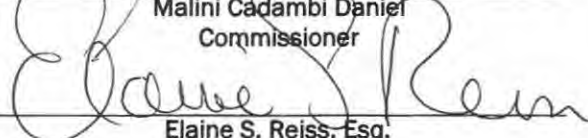
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner

**RESOLUTION NO.
 2019AP/235-073-(2019)C39
 Board of Correction
 Acting Executive Director Michele Ovesey
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 5		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	August 23, 2019	Response Received	September 6, 2019
Final Determination Issued	September 18, 2019	Response Received	October 9, 2019
Compliance-Monitoring	Required	October 1, 2019 to March 31, 2020	without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Board of Correction’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Board of Correction’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated August 23, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.
2. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
4. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
5. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the number of sexual harassment complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on September 18, 2019, which indicated that the following areas required corrective action: no(s). 2, 3, and 4; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from October 1, 2019 to March 31, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on October 9, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Board of Correction was monitored until November 13, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Acting Executive Director submitted a copy of a memorandum to staff dated November 4, 2019, which recognized the EEPC's audit and reiterated commitment to the Board of Correction's equal employment practices; Now Therefore,

Be It Resolved, that the Board of Correction has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Acting Executive Director Michele Ovesey of the Board of Correction.

Approved unanimously on November 21, 2019.

 _____ Angela Cabrera Commissioner	<i>absent</i> _____ Malini Cadambi Daniel Commissioner
 _____ Arva R. Rice Commissioner	 _____ Elaine S. Reiss, Esq. Commissioner
 _____ Sasha Neha Ahuja Chair	



RESOLUTION NO.
2019AP/233-126-(2019)C29
Department of Cultural Affairs
Commissioner Tom Finkelpearl
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	July 18, 2019	Response Received	July 24, 2019
Final Determination Issued	July 26, 2019	Response Received	August 20, 2019
Compliance-Monitoring	Not Required	August 1, 2019 to January 31, 2020	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Cultural Affairs' Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Cultural Affairs' Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated July 18, 2019, setting forth findings; and

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the

entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on July 26, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from August 1, 2019 to January 31, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on August 20, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Cultural Affairs was exempt from monitoring on August 22, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated August 19, 2019, which recognized the EEPC's audit and reiterated commitment to the Department of Cultural Affairs' equal employment practices; Now Therefore,

Be It Resolved, that the Department of Cultural Affairs has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Tom Finkelpearl of the Department of Cultural Affairs.

Approved unanimously on September 12, 2019.



Angela Cabrera
Commissioner



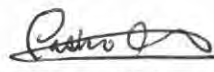
Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair

RESOLUTION NO.
2018AP/230-017-(2019) C9
Office of Emergency Management
Commissioner Joseph J. Esposito
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 9		
Period Audit Covered	January 1, 2016 to December 31, 2017		
Preliminary Determination Issued	October 16, 2018	Response Received	October 31, 2018
Final Determination Issued	November 15, 2018	Response Received	December 17, 2018
Compliance-Monitoring	Required	November 1, 2018 to April 30, 2019 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of Emergency Management’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of Emergency Management’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated October 16, 2018, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training

on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.

2. Ensure that the General Counsel works with the principal EEO Professional in the implementation of the City's policies and procedures pertaining to sexual harassment.
3. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to employment opportunities that may be related to sexual harassment and determine what, if any, actions are required to correct deficiencies.
4. Appoint EEO professionals who are trained in EEO laws and procedures and their responsibilities under the EEO Policy.
5. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment
6. Assign the principal EEO Professional (or EEO-related designee) the responsibility of ensuring that employees/managers received sexual harassment prevention training and that the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations.
7. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
8. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
9. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on November 15, 2018, which indicated that the following areas required corrective action: no(s). 1, 2, and 4 through 9; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from November 1, 2018 to April 30, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on December 17, 2018, the entity issued a response to the EEPC's Final Determination; and




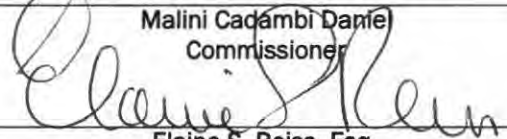
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of Emergency Management was monitored until April 26, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated April 26, 2019, which recognized the EEPC's audit and reiterated commitment to the Office of Emergency Management's equal employment practices; Now Therefore,

Be It Resolved, that the Office of Emergency Management has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Joseph J. Esposito of the Office of Emergency Management.

Approved unanimously on May 21, 2019.

 _____ Angela Cabrera Commissioner	 _____ Malini Cadambi Datta Commissioner
 _____ Arva R. Rice Commissioner	 _____ Elaine S. Reiss, Esq. Commissioner



RESOLUTION NO.
2019AP/234-836-(2019)C36
Department of Finance
Commissioner Jacques Jiha, Ph.D.
Evaluation of Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 5	
Period Audit Covered	January 1, 2017 to December 31, 2018	
Preliminary Determination Issued	April 25, 2019	No Response Received
Final Determination Issued	May 10, 2019	Response Received June 7, 2019
Compliance-Monitoring	Required	June 1, 2019 to November 30, 2019 without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Finance's Evaluation of Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Finance's Evaluation of Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated April 25, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
2. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
3. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
4. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
5. Appoint EEO professionals who are trained in EEO laws and procedures, and their responsibilities under the EEO Policy.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 10, 2019, which indicated that the following areas required corrective action: no(s). 1 - 5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to November 30, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on June 7, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Finance was monitored until September 19, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated September 19, 2019, which recognized the EEPC's audit and reiterated commitment to the Department of Finance's equal employment practices; Now Therefore,

Be It Resolved, that the Department of Finance has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Jacques Jiha, Ph.D. of the Department of Finance.

Approved unanimously on October 31, 2019.



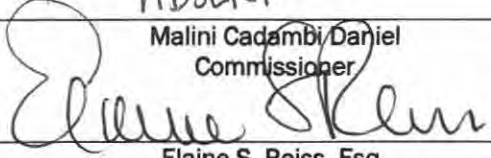
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner

ABSENT

Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair

**RESOLUTION NO.
 2019AP/233-907-(2019)C32
 Housing Development Corporation
 President Eric Enderlin
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 6		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	June 28, 2019	Response Received	July 11, 2019
Final Determination Issued	July 18, 2019	Response Received	August 16, 2019
Compliance-Monitoring	Required	August 1, 2019 to January 31, 2020 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Housing Development Corporation's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Housing Development Corporation's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated June 28, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conform city, state and federal laws against sexual harassment– for use by managers, supervisors, legal, human resources and EEO professionals. Include, or attach as addenda: uniform responsive procedures for investigating discrimination/sexual harassment complaints, current contact information for the agency’s EEO professionals as well as federal, state and agencies that enforce laws against discrimination/sexual harassment.
2. Provide the option to file a complaint anonymously.
3. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
4. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.
5. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
6. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on July 18, 2019, which indicated that the following areas required corrective action: no(s). 1-5; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from August 1, 2019 to January 31, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on August 16, 2019, the entity issued a response to the EEPC’s Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Housing Development

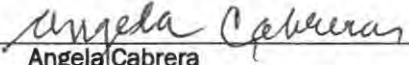

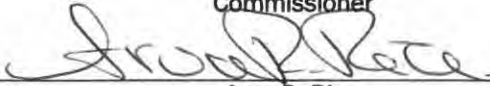
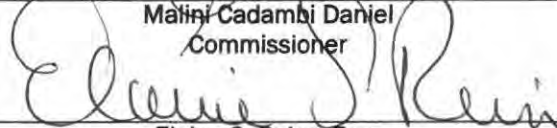
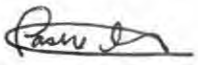
Corporation was monitored until August 20, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the President submitted a copy of a memorandum to staff dated September 5, 2019, which recognized the EEPC's audit and reiterated commitment to the Housing Development Corporation's equal employment practices; Now Therefore,

Be It Resolved, that the Housing Development Corporation has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to President Eric Enderlin of the Housing Development Corporation.

Approved unanimously on September 12, 2019.

 _____ Angela Cabrera Commissioner	 _____ Malini Cadambi Daniel Commissioner
 _____ Arva R. Rice Commissioner	 _____ Elaine S. Reiss, Esq. Commissioner
 _____ Sasha Neha Ahuja Chair	



RESOLUTION NO.
2019AP/237-806-(2019)C44
Department of Housing Preservation & Development
Commissioner Louise Carroll
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 7		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	September 9, 2019	Response Received	September 23, 2019
Final Determination Issued	September 30, 2019	Response Received	October 30, 2019
Compliance-Monitoring	Required	October 1, 2019 to March 31, 2020	without extension

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Housing Preservation & Development’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Housing Preservation & Development’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated September 9, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms

to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency’s EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.

2. Provide the option to file a complaint anonymously.
3. Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
4. Establish and utilize a complaint tracking and monitoring system that permits the agency to identify the location, status, and length of time elapsed in the complaint investigation process, the issues and the bases of the complaints, the aggrieved individuals, and other information necessary to analyze complaint activity to identify trends.
5. Ensure that the General Counsel assists the agency head in identifying and determining appropriate responses to sexual harassment; works with the principal EEO Professional in the implementation of the City’s policies and procedures pertaining to sexual harassment; informs the principal EEO Professional when external complaints or litigation involving sexual harassment is brought against the agency; is available to consult on internal sexual harassment complaint investigations; and is responsible for the investigation of, and response to, external sexual harassment complaints.
6. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
7. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on September 30, 2019, which indicated that the following areas required corrective action: no(s). 1 and 6; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from October 1, 2019 to March 31, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on October 30, 2019, the entity issued a response to the EEPC’s Final Determination; and

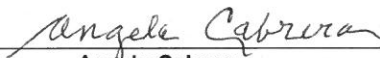
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Housing Preservation & Development was monitored until December 13, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated December 13, 2019, which recognized the EEPC's audit and reiterated commitment to the Department of Housing Preservation & Development's equal employment practices; Now Therefore,

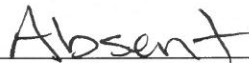
Be It Resolved, that the Department of Housing Preservation & Development has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Louise Carroll of the Department of Housing Preservation & Development.

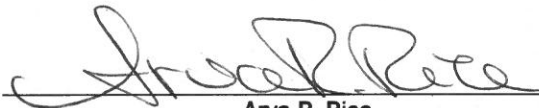
Approved unanimously on January 30, 2020.



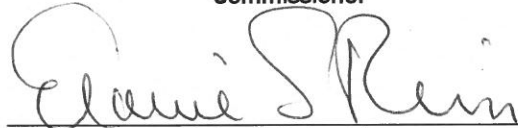
Angela Cabrera
Commissioner



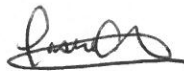
Malini Cadambi Daniel
Commissioner



Arva R. Rice
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair

**RESOLUTION NO.
 2019AP/232-136-(2019)C23
 Landmarks Preservation Commission
 Chair Sarah Carroll
 Sexual Harassment Prevention and Response Practices Audit
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 1		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	April 23, 2019	Response Received	April 29, 2019
Final Determination Issued	May 10, 2019	Response Received	May 20, 2019
Compliance-Monitoring	Required	June 1, 2019 to June 28, 2019 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Landmarks Preservation Commission’s Sexual Harassment Prevention and Response Practices Audit; and

Whereas, pursuant to the audit, review, and evaluation of the Landmarks Preservation Commission’s Sexual Harassment Prevention and Response Practices Audit, the EEPC issued a Preliminary Determination, dated April 23, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Corrective Action #1: Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on May 10, 2019, which indicated that the following areas required corrective action: no. 1; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from June 1, 2019 to November 30, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 20, 2019, the entity issued a response to the EEPC's Final Determination; and

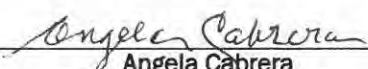
Whereas, in accordance with Charter Chapter 36, Section 832(c), the Landmarks Preservation Commission was monitored until June 28, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chair submitted a copy of a memorandum to staff dated June 28, 2019, which recognized the EEPC's audit and reiterated commitment to the Landmarks Preservation Commission's equal employment practices; Now Therefore,


Be It Resolved, that the Landmarks Preservation Commission has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chair Sarah Carroll of the Landmarks Preservation Commission.


Approved unanimously on July 11, 2019.



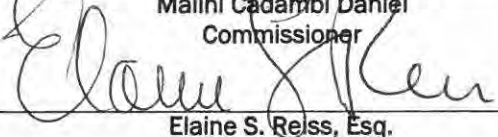
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner

RESOLUTION NO.
2019AP/236-019-(2019)C42
Office of Management and Budget
Budget Director Melanie Hartzog
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 4		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	October 16, 2019	Response Received	October 29, 2019
Final Determination Issued	October 30, 2019	Response Received	November 25, 2019
Compliance-Monitoring	Required	November 1, 2019 to April 30, 2020 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of Management and Budget’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of Management and Budget’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated October 16, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Ensure that the principal EEO Professional works cooperatively and closely with the General Counsel in the implementation of policies and procedures concerning EEO and sexual harassment.
2. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
3. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
4. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on October 30, 2019, which indicated that the following areas required corrective action: no(s). 2 and 4; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from November 1, 2019 to April 30, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on November 25, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of Management and Budget was monitored until December 11, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Budget Director submitted a copy of a memorandum to staff dated December 11, 2019, which recognized the EEPC's audit and reiterated commitment to the Office of Management and Budget's equal employment practices; Now Therefore,

Be It Resolved, that the Office of Management and Budget has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEP's Board of Commissioners approves the issuance of this Determination of Compliance to Budget Director Melanie Hartzog of the Office of Management and Budget.

Approved unanimously on December 19, 2019.

 _____ Angela Cabrera Commissioner	 _____ Malini Cadambi Daniel Commissioner
 _____ Arva R. Rice Commissioner	 _____ Elaine S. Reiss, Esq. Commissioner
 _____ Sasha Neha Ahuja Chair	

**RESOLUTION NO.
 2018AP/229-010-(2019)C8
 Office of the Manhattan Borough President
 Borough President Gail A. Brewer
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 8		
Period Audit Covered	January 1, 2016 to December 31, 2018		
Preliminary Determination Issued	August 31, 2018	Response Received	September 14, 2018
Final Determination Issued	September 26, 2018	Response Received	October 24, 2018
Compliance-Monitoring	Required	October 1, 2018 to March 31, 2019	
		without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Manhattan Borough President's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Manhattan Borough President's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated August 31, 2018, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the *Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies* – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency's EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.
2. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
3. Include in the complaint file a completed Complaint Intake Form, or a written complaint that captures facts (including pertinent dates) that identify the respondent(s) with reasonable specificity and provide the essence of the circumstances which gave rise to the complaint.
4. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
5. Notify the complainant and respondent in writing when the investigation by the EEO professional has been transferred because of the filing of an external complaint.
6. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
7. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration, or treat others in an equitable and impartial manner).
8. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on September 26, 2018, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7 and 8; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from October 1, 2018 to March 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on October 24, 2018, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Manhattan Borough President was monitored until March 28, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Borough President submitted a copy of a memorandum to staff dated March 28, 2019, which recognized the EEPC's audit and reiterated commitment to the Office of the Manhattan Borough President's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the Manhattan Borough President has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Borough President Gail A. Brewer of the Office of the Manhattan Borough President.

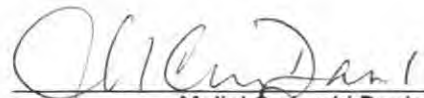
Approved unanimously on April 18, 2019.



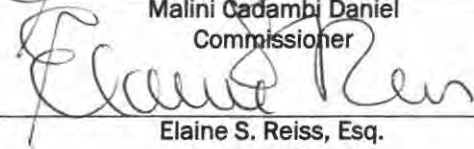
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambj Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner

**RESOLUTION NO.
 2018AP/228-002-(2019)C5
 Office of the Mayor
 Chief of Staff, Emma Wolfe
 Sexual Harassment Prevention and Response Practices
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 10		
Period Audit Covered	January 1, 2016 to December 31, 2017		
Preliminary Determination Issued	September 18, 2018	Response Received	October 2, 2018
Final Determination Issued	October 17, 2018	Response Received	November 19, 2018
Compliance-Monitoring	Required	November 1, 2018 to March 14, 2019 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Mayor's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Mayor's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated September 18, 2018, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from November 1, 2018 to April 30, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on November 19, 2018, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Mayor's was monitored until March 4, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Chief of Staff submitted a copy of a memorandum to staff dated March 12, 2019, which recognized the EEPC's audit and reiterated commitment to the Office of the Mayor's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the Mayor has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Chief of Staff, Emma Wolfe of the Office of the Mayor.

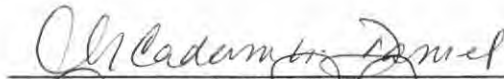
Approved unanimously on March 14, 2019.



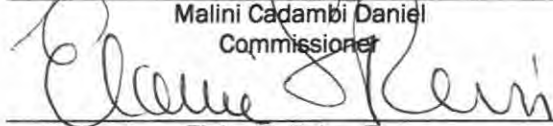
Angela Cabrera
Commissioner

ABSENT

Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



RESOLUTION NO.
2019AP/233-901-(2019)C31
Office of the New York County District Attorney
District Attorney Cyrus R. Vance, Jr.
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 1		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	July 26, 2019	Response Received	August 7, 2019
Final Determination Issued	August 8, 2019	Response Received	August 19, 2019
Compliance-Monitoring	Required	September 1, 2019 to February 29, 2020 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the New York County District Attorney’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the New York County District Attorney’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated July 26, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies – or an agency Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the agency's EEO professionals as well as federal, state and local agencies that enforce laws against discrimination/sexual harassment.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on August 8, 2019, which indicated that the following areas required corrective action: no(s). 1; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from September 1, 2019 to February 29, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on August 19, 2019, the entity issued a response to the EEPC's Final Determination; and


Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the New York County District Attorney was monitored until August 20, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the District Attorney submitted a copy of a memorandum to staff dated August 23, 2019, which recognized the EEPC's audit and reiterated commitment to the Office of the New York County District Attorney's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the New York County District Attorney has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to District Attorney Cyrus R. Vance, Jr. of the Office of the New York County District Attorney.

Approved unanimously on September 12, 2019.



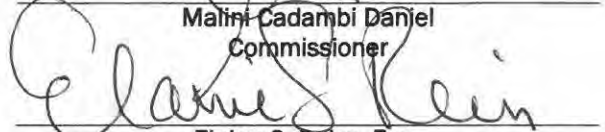
Angela Cabrera
Commissioner



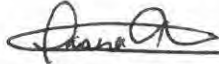
Malini Cadambi Danjel
Commissioner



Arva R. Rice
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair



**RESOLUTION NO.
2019AP/235-781-(2019)C40
Department of Probation
Commissioner Ana M. Bermudez
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 4		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	November 6, 2019	Response Received	November 12, 2019
Final Determination Issued	November 13, 2019	Response Received	November 18, 2019
Compliance-Monitoring	Not Required	December 1, 2019 to May 31, 2020	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Probation’s Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Probation’s Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated November 6, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
2. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
3. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
4. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on November 13, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from December 1, 2019 to May 31, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on November 18, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Probation was monitored until November 18, 2019; and

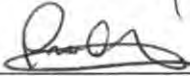
Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated November 15, 2019, which recognized the EEPC's audit and reiterated commitment to the Department of Probation's equal employment practices; Now Therefore,

Be It Resolved, that the Department of Probation has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this

Determination of Compliance to Commissioner Ana M. Bermudez of the Department of Probation.

Approved unanimously on November 21, 2019.

 _____ Angela Cabrera Commissioner	 _____ absent
 _____ Arva R. Rice Commissioner	 _____ Malini Cadambi Daniel Commissioner
	 _____ Elaine S. Reiss, Esq. Commissioner
	 _____ Sasha Neha Ahuja Chair

**RESOLUTION NO.
 2018AP/236-904-(2019)C43
 Office of the Queens County District Attorney
 Acting District Attorney John M. Ryan, Esq.
 Employment Practices and Procedures
 DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 13		
Period Audit Covered	July 1, 2017 to June 30, 2018		
Preliminary Determination Issued	February 8, 2019	No Response Received	
Final Determination Issued	March 1, 2019	Response Received	April 1, 2019
Compliance-Monitoring	Required	April 1, 2019 to December 13, 2019 with extensions	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Queens County District Attorney’s Employment Practices and Procedures; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Queens County District Attorney’s Employment Practices and Procedures, the EEPC issued a Preliminary Determination, dated February 8, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Establish and implement an EEO training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on unlawful discriminatory practices under local, state and federal EEO laws; EEO rights and/or responsibilities; discrimination complaint and investigation procedures; prevention of sexual harassment; and reasonable accommodation procedures.
2. Assess recruitment efforts to determine whether such efforts adversely impact any particular group. To the extent that adverse impact is discovered, at a minimum, identify relevant professional and community organizations serving women, minorities, and other protected groups throughout the City, review and update listings of recruitment outreach sources, and contact these organizations when positions become available or where the agency may otherwise use discretion in hiring.
3. Ensure that the principal EEO Professional, HR Professional, and General Counsel, review the agency's statistical information (i.e. workforce, hires, promotions, and separations by race/ethnicity and gender) the annual number of EEO complaints, and the agency's employment practices, policies and programs on an annual basis to identify whether there are barriers to equal employment opportunities and determine what, if any, actions are required to correct deficiencies. (e.g. underutilization or adverse impact).
4. Assess the manner in which candidates are selected for employment, to determine whether there is any adverse impact upon a particular racial, ethnic, disability, or gender group. To the extent that adverse impact is discovered, determine whether the selection criteria being utilized are job-related. Discontinue using criteria that are not job-related and adopt methods which diminish adverse impact.
5. If women, minorities, or other protected groups are underrepresented in titles where there is discretion in hiring, determine the usefulness of the selection procedures (criteria, practices, and patterns) and their relevancy to measuring suitability for the job and advertise in minority- or female-oriented media outlets; contact organizations serving women, minorities, and other protected groups; participate in career fairs/open houses; or use internships to attract interested persons and hire qualified candidates.
6. If women, minorities, or other protected groups are underrepresented in civil service (list) titles, review the competencies, skills and abilities required (as presented in job vacancy notices and notices of examination) for available positions to ensure that these standards are updated, job-related and required by business necessity. (This includes working with DCAS or the Civil Service Commission if applicable). Then advertise in minority- or female-oriented publications, contact organizations serving women, minorities, and other protected groups; participate in career fairs or open houses; or use internships to attract interested persons and to develop and hire interested and qualified candidates.
7. Ensure that human resources professionals, managers, supervisors, and other personnel involved in recruiting and hiring are trained to consider EEO laws/policies and use uniform, job-related techniques to identify, interview and select the most capable candidates (e.g. structured interview training or guide).
8. Ensure that employees are considered internally for career enhancement, development opportunities and transfer by: encouraging and providing training, development or mentorship programs to improve their performance and skills; establishing internal talent

pools via cross-training, cross divisional assignments, job transfers, and/or job rotation; and identifying internal successors with applicable knowledge/skills/abilities.

9. Use and maintain an applicant/candidate log or tracking system which, at minimum, includes the position, applicants'/candidates' names or identification number, race/ethnicity, gender, disability, veteran status, interview date, interviewers' names, result (or disposition), reason selected/not selected for each applicant, and recruitment source. (For employers that collect protected status criteria via visual observation: Minimize the risk that an applicant's protected status may play a role in his/her hire by having someone other than the final decision-maker conduct the visual observation.)
10. Utilize the Section 55-a Program, which allows City agencies to employ qualified persons who have been certified as disabled in competitive positions on a non-competitive basis.
11. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of EEO programs, policies or procedures.
12. Ensure the managerial performance evaluation form contains a rating for EEO (which covers responsibilities and processes for assuring their ability to make employment decisions based on merit and equal consideration or treat others in an equitable and impartial manner).
13. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on March 1, 2019, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, and 13; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from April 1, 2019 to September 30, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on April 1, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, on October 31, 2019, the EEPC's Board of Commissioners voted to approve Resolution #2019/234R3, which extended the Office of the Queens County District Attorney's compliance monitoring period; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Queens County District Attorney was monitored until December 13, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Acting District Attorney submitted a copy of a memorandum to staff dated December 17, 2019, which recognized the EEPC's audit and reiterated commitment to the Office of the Queens County District Attorney's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the Queens County District Attorney has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Acting District Attorney John M. Ryan, Esq. of the Office of the Queens County District Attorney.

Approved unanimously on December 19, 2019.

 _____ Angela Cabrera Commissioner	 _____ Malini Cadambi Daniel Commissioner
 _____ Arva R. Rice Commissioner	 _____ Elaine S. Reiss, Esq. Commissioner
 _____ Sasha Neha Ahuja Chair	



RESOLUTION NO.
2019AP/233-944-(2019)C34
Office of the Queens County Public Administrator
Public Administrator Lois Rosenblatt
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 2		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	June 7, 2019	Response Received	June 21, 2019
Final Determination Issued	July 9, 2019	Response Received	September 10, 2019
Compliance-Monitoring	Required	August 1, 2019 to January 31, 2020 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Queens County Public Administrator's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Queens County Public Administrator's Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated June 7, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
2. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on July 9, 2019, which indicated that the following areas required corrective action: no(s). 1, 2; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from August 1, 2019 to January 31, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on September 10, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Queens County Public Administrator was monitored until September 10, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Public Administrator submitted a copy of a memorandum to staff dated September 9, 2019, which recognized the EEPC's audit and reiterated commitment to the Office of the Queens County Public Administrator's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the Queens County Public Administrator has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Public Administrator Lois Rosenblatt of the Office of the Queens County Public Administrator.

Approved unanimously on September 12, 2019.



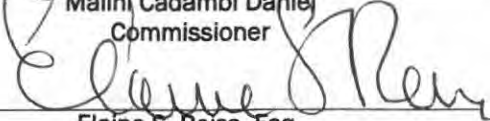
Angela Cabrera
Commissioner



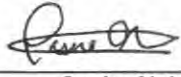
Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair



**RESOLUTION NO.
2019AP/232-860-(2019)C22
Department of Records and Information Services
Commissioner Pauline Toole
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 0		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	June 25, 2019	Response Received	July 1, 2019
Final Determination Issued	July 3, 2019	Exempt	
Compliance-Monitoring	Not Required		

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Records and Information Services’ Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Records and Information Services’ Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated June 25, 2019, setting forth findings.

Whereas, within a two-week deadline following the EEPC’s Preliminary Determination, the

entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on July 3, 2019, which indicated that no areas required corrective action; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from July 1, 2019 to December 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on July 3, 2019, the entity was exempt from issuing a response to the EEPC's Final Determination; and


Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Records and Information Services was exempt from monitoring on July 3, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated July 1, 2019, which recognized the EEPC's audit and reiterated commitment to the Department of Records and Information Services' equal employment practices; Now Therefore,

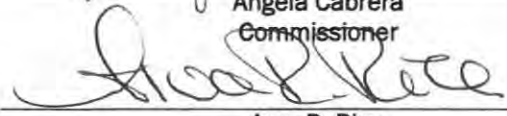
Be It Resolved, that the Department of Records and Information Services has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Pauline Toole of the Department of Records and Information Services.

Approved unanimously on July 11, 2019.



Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



**RESOLUTION NO.
2018AP/233-945-(2019)C30
Office of the Richmond County Public Administrator
Public Administrator Edwina Frances Martin, Esq.
Employment Practices and Procedures
DETERMINATION: COMPLIANCE**

SYNOPSIS

Corrective Action(s)	Total: 11		
Period Audit Covered	July 1, 2017 to June 30, 2018		
Preliminary Determination Issued	December 21, 2018	Response Received	March 21, 2019
Final Determination Issued	April 15, 2019	Response Received	May 14, 2019
Compliance-Monitoring	Required	May 1, 2019 to October 31, 2019 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter “entities”) and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities’ practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC’s determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Office of the Richmond County Public Administrator’s Employment Practices and Procedures; and

Whereas, pursuant to the audit, review, and evaluation of the Office of the Richmond County Public Administrator’s Employment Practices and Procedures, the EEPC issued a Preliminary Determination, dated December 21, 2018, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Issue a general EEO Policy statement or memorandum annually reiterating commitment to EEO, declaring the agency's position against discrimination on any protected basis, advising employees of the names and contact information of EEO professionals, and attaching, or providing employees pertinent electronic links to, an EEO Policy/Handbook.
2. Distribute/Post a paper or electronic copy of the *Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Agencies* – or an agency EEO Policy that conforms to city, state and federal EEO laws – for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: a policy against sexual harassment; uniform and responsive procedures for investigating discrimination complaints and providing reasonable accommodations; an up-to-date list of protected classes under NYC and NYS Human Rights Laws; and current contact information for the agency's EEO professionals, as well as federal, state and local agencies that enforce laws against discrimination.
3. Establish and implement an EEO training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on unlawful discriminatory practices under local, state and federal EEO laws; EEO rights and/or responsibilities; discrimination complaint and investigation procedures; prevention of sexual harassment; and reasonable accommodation procedures.
4. Ensure that information regarding employee EEO-related rights and obligations, and the complaint, investigation and reasonable accommodation procedures is made available in appropriate alternative formats (i.e., large print, audio recording and/or Braille) upon request to employees and applicants for employment with disabilities.
5. Document reasonable accommodation requests and their outcomes.
6. Ensure the principal EEO Professional is trained regarding city, state and federal EEO laws; the requirements of the agency's EEO policies, standards and procedures; and the prevention, investigation, and resolution of discrimination complaints.
7. Ensure that the responsibilities of the principal EEO Professional are competently discharged by providing adequate resources such as opportunities for continuing education and professional development, and/or support staff to meet EEO obligations.
8. Assign the principal EEO Professional (or EEO-related designee) the responsibility to supervise the activities of EEO professionals, and ensure that: the policies against sexual harassment and complaint procedures are distributed/posted at all agency locations; employees/managers receive sexual harassment prevention training; EEO-related policies are made available in alternative formats (i.e., large print, audio recording and/or Braille) upon request; managers, supervisors and human resource professionals receive guidance on issues pertaining to sexual harassment; and allegations of sexual harassment are promptly investigated.
9. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of EEO programs, policies or procedures.
10. Establish and administer an annual managerial/non-managerial performance evaluation

program to be used for probationary periods, promotions, assignments, incentives and training.

11. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on April 15, 2019, which indicated that the following areas required corrective action: no(s). 3, 6, 9, 10, and 11; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from May 1, 2019 to October 31, 2019, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on May 14, 2019, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Office of the Richmond County Public Administrator was monitored until August 5, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Public Administrator submitted a copy of a memorandum to staff dated August 26, 2019, which recognized the EEPC's audit and reiterated commitment to the Office of the Richmond County Public Administrator's equal employment practices; Now Therefore,

Be It Resolved, that the Office of the Richmond County Public Administrator has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Public Administrator Edwina Frances Martin, Esq. of the Office of the Richmond County Public Administrator.

Approved unanimously on September 12, 2019.



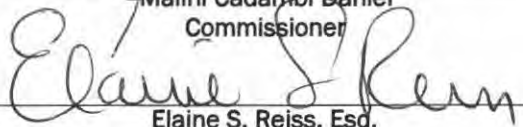
Angela Cabrera
Commissioner



Malini Cadambi Daniel
Commissioner



Arva R. Rice
Commissioner



Elaine S. Reiss, Esq.
Commissioner



Sasha Neha Ahuja
Chair

RESOLUTION NO.
2018AP/230-069071-(2019)C10
Department of Social Services
Commissioner Steven Banks
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 9		
Period Audit Covered	January 1, 2016 to December 31, 2017		
Preliminary Determination Issued	October 5, 2018	Response Received	October 19, 2018
Final Determination Issued	October 30, 2018	Response Received	November 27, 2018
Compliance-Monitoring	Required	November 1, 2018 to April 30, 2019 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEPC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEPC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEPC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEPC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEPC conducted an audit, review, and evaluation of the Department of Social Services' Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Department of Social Services' Sexual Harassment Prevention and Response Practices, the EEPC issued a Preliminary Determination, dated October 5, 2018, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Establish and implement a training plan for new and existing employees to ensure that all individuals who work within the agency, including managers and supervisors, receive training on the prevention of sexual harassment as well as discrimination complaint and investigation procedures.
2. Serve the respondent with a notice of the complaint that includes the respondent's right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.
3. Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.
4. In rare circumstances where a complaint investigation cannot commence immediately, or where a conclusive report cannot be issued within 90 days, specify in the complaint file the reason for the delay and project a time frame for completion of the report. Notify the complainant and respondent of the delay.
5. Establish and implement a policy whereby the agency head (or an approved direct report other than the General Counsel) reviews the principal investigator's conclusive report; issues a written/electronic determination adopting, rejecting, or modifying the recommended action; and signs each determination, via writing or electronically, to indicate it has been reviewed and adopted.
6. Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the agency's complaint procedure.
7. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.
8. Ensure that managers and supervisors are held accountable for enforcing the agency's sexual harassment prevention policies and complaint procedures. Document this expectation and its implementation.
9. Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity submitted a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on October 30, 2018, which indicated that the following areas required corrective action: no(s). 1, 2, 3, 4, 5, 6, 7, and 8; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from November 1, 2018 to April 30, 2019, to determine

whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on November 27, 2018, the entity issued a response to the EEPC's Final Determination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Department of Social Services was monitored until April 29, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Commissioner submitted a copy of a memorandum to staff dated April 29, 2019, which recognized the EEPC's audit and reiterated commitment to the Department of Social Services' equal employment practices; Now Therefore,

Be It Resolved, that the Department of Social Services has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Commissioner Steven Banks of the Department of Social Services.


Approved unanimously on May 21, 2019.



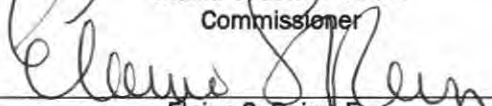
Angela Cabrera
Commissioner



Arva R. Rice
Commissioner



Malini Cadambi Daniel
Commissioner



Elaine S. Reiss, Esq.
Commissioner



RESOLUTION NO.
2019AP/233-156-(2019)C33
Taxi and Limousine Commission
Acting Commissioner Bill Heinzen
Sexual Harassment Prevention and Response Practices
DETERMINATION: COMPLIANCE

SYNOPSIS

Corrective Action(s)	Total: 1		
Period Audit Covered	January 1, 2017 to December 31, 2018		
Preliminary Determination Issued	August 8, 2019	No Response Received	
Final Determination Issued	August 12, 2019	Response Received	August 28, 2019
Compliance-Monitoring	Required	September 1, 2019 to February 29, 2020 without extension	

Whereas, pursuant to Chapter 36, Sections 830(a) and 831(d)(2) and (5) of the New York City Charter (Charter), the Equal Employment Practices Commission (EEOC) is authorized to audit, review, evaluate, and monitor the employment procedures, practices and programs of city agencies and other municipal entities (hereinafter "entities") and their efforts to ensure fair and effective equal employment opportunity (EEO) for minority group members and women who are employed or seek employment, and to recommend practices, procedures, approaches, measures, standards, and programs to be utilized by such entities in these efforts; and

Whereas, pursuant to Charter Chapter 36, Sections 830(a) and 831(d)(2) and (5), the EEOC has adopted uniform standards for auditing agencies and municipal entities, and minimum standards for auditing community boards, to review, evaluate, and monitor entities' practices, procedures, approaches, measures, standards, and programs for compliance with federal, state, and local laws and regulations, and policies and procedures to increase equal opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), the EEOC may make a determination pursuant to Charter Section 831(d) whether any plan, program, procedure, approach, measure, or standard adopted or utilized by any municipal entity does not provide equal employment opportunity, and the EEOC's determinations of compliance or non-compliance and prescribed corrective action are required by, or consistent with federal, state, and local laws and regulations, and policies and procedures to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination; and

Whereas, the EEOC conducted an audit, review, and evaluation of the Taxi and Limousine Commission's Sexual Harassment Prevention and Response Practices; and

Whereas, pursuant to the audit, review, and evaluation of the Taxi and Limousine Commission's Sexual Harassment Prevention and Response Practices, the EEOC issued a Preliminary Determination, dated August 8, 2019, setting forth findings and the following corrective actions required to remedy areas of non-compliance:

1. Maintain documentation regarding directives or decisions between the agency head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the

administration and operation of programs, policies or procedures concerning sexual harassment.

Whereas, within a two-week deadline following the EEPC's Preliminary Determination, the entity did not submit a preliminary response; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), after consideration, the EEPC issued a Final Determination on August 12, 2019, which indicated that the following areas required corrective action: no(s). 1; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), in the Final Determination, the EEPC assigned a monitoring period from September 1, 2019 to February 29, 2020, to determine whether the entity eliminated areas of non-compliance, if any; and

Whereas, in accordance with Charter Chapter 36, Section 832(c) the entity was required to respond in 30 days, and make monthly reports thereafter for a period not to exceed six months, on the progress of its efforts to correct outstanding areas of non-compliance; and

Whereas, in accordance with Charter Chapter 36, Section 832(c), on August 28, 2019, the entity issued a response to the EEPC's Final Determination; and




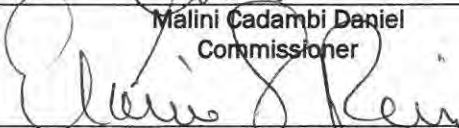

Whereas, in accordance with Charter Chapter 36, Section 832(c), the Taxi and Limousine Commission was monitored until September 5, 2019; and

Whereas, pursuant to Charter Chapter 35, Sections 815(a)(15) and (19), which requires agency heads to ensure and promote equal opportunity for all persons in appointment, payment of wages, development, and advancement, and to establish measures and programs to ensure a fair and effective affirmative employment plan to provide equal employment opportunity for minority group members and women, the Acting Commissioner submitted a copy of a memorandum to staff dated September 6, 2019, which recognized the EEPC's audit and reiterated commitment to the Taxi and Limousine Commission's equal employment practices; Now Therefore,

Be It Resolved, that the Taxi and Limousine Commission has satisfied the equal employment standards set by the EEPC pursuant to its authority under New York City Charter Chapters 35 and 36; and

Be It Resolved, that the EEPC's Board of Commissioners approves the issuance of this Determination of Compliance to Acting Commissioner Bill Heinzen of the Taxi and Limousine Commission.

Approved unanimously on September 12, 2019.

 _____ Angela Cabrera Commissioner	 _____ Malini Cadambi Daniel Commissioner
 _____ Arva R. Rice Commissioner	 _____ Elaine S. Reiss, Esq. Commissioner
 _____ Sasha Neha Ahuja Chair	

Appendix IV: 5 Most Frequently Issued Corrective Actions 2019

Rank	2019	# of Entities
1	<p><u>Distribution/Posting of Policy</u> Distribute/Post a paper or electronic copy of the Equal Employment Opportunity Policy, Standards and Procedures to Be Utilized by City Entities – or an entity Policy that conforms to city, state and federal laws against sexual harassment– for use by managers, supervisors, and legal, human resources and EEO professionals. Include, or attach as addenda: uniform and responsive procedures for investigating discrimination/sexual harassment complaints, and current contact information for the entity’s EEO professionals as well as federal, state and local entities that enforce laws against discrimination/sexual harassment.</p> <p><u>Or for Community Boards</u> Follow, distribute and post the Borough President’s policy(ies) against sexual harassment.</p> <p><u>Notice of Complaint</u> Serve the respondent with a notice of the complaint that includes the respondent’s right to respond to the allegations and right to be accompanied by a representative of his/her choice. Maintain in the complaint file documentation regarding the service of notice on the respondent.</p>	15
2	<p><u>Annual Sexual Harassment Policy Statement</u> Issue a Policy Statement or memorandum reiterating commitment to the prevention of sexual harassment annually.</p> <p><u>Or for Community Boards</u> Distribute/post an annual Policy statement or memorandum by the Chairperson reiterating commitment to the prevention of sexual harassment.</p> <p><u>Timeframe for Confidential Report</u> Issue a conclusive report within 90 days of the date the complaint was filed. Commence an investigation immediately if allegations raised sufficiently warrant an investigation.</p>	14
3	<p><u>ASP/ Quarterly Report Submission</u> Submit to the EEPC an Annual Plan of measures and programs to provide equal employment opportunity, and quarterly reports on efforts to implement the Plan within 30 days following each quarter. Include a breakout of sexual harassment complaint activity in each quarterly report.</p>	13

4	<u>Communication: Entity Head & EEO Professional</u> Maintain documentation regarding directives or decisions between the entity head (or a direct report other than the General Counsel) and the principal EEO Professional that impact the administration and operation of programs, policies or procedures concerning sexual harassment.	12
5	<u>Communicate Investigation Outcome/Conclusion</u> Inform each complainant and respondent of the conclusion and outcome of their complaint investigation in writing as part of the entity's complaint procedure.	11

RANK 1: ENTITIES DISTRIBUTION/POSTING OF POLICY (15) TIE

- 2019AP-004 Campaign Finance Board
- 2019AP-067 Children’s Services, Administration for
- 2019AP-475 Community Board - Brooklyn No. 5
- 2019AP-477 Community Board - Brooklyn No. 7
- 2019AP-479 Community Board - Brooklyn No. 9
- 2019AP-484 Community Board - Brooklyn No. 14
- 2019AP-466 Community College, Borough of Manhattan
- 2019AP-464 Community College, Queensborough
- 2019AP-312 Conflicts of Interest Board
- 2019AP-102 Council, New York City
- 2019AP-998 Economic Development Corporation, New York City
- 2019AP-907 Housing Development Corporation, New York City
- 2019AP-806 Housing Preservation and Development, New York City
- 2019AP-901 New York County District Attorney, Office of the
- 2019AP-801 Small Business Services, Department of

RANK 1: NOTICE OF COMPLAINT (15) TIE

- 2019AP-030 City Planning, Department of

2019AP-466 Community College, Borough of Manhattan
2019AP-464 Community College, Queensborough
2019AP-866 Consumer and Worker Protection, Department of
2019AP-073 Correction, Board of
2019AP-102 Council, New York City
2019AP-850 Design and Construction, Department of
2019AP-998 Economic Development Corporation, New York City
2019AP-009 Employees' Retirement System, New York City
2019AP-836 Finance, Department of
2019AP-907 Housing Development Corporation, New York City
2019AP-806 Housing Preservation and Development, New York City
2019AP-827 Sanitation, Department of
2019AP-801 Small Business Services, Department of
2019AP-041 Teachers' Retirement System

RANK 2: ANNUAL SEXUAL HARASSMENT POLICY STATEMENT (14) TIE

2019AP-067 Children's Services, Administration for
2019AP-472 Community Board - Brooklyn No. 2
2019AP-473 Community Board - Brooklyn No. 3
2019AP-477 Community Board - Brooklyn No. 7
2019AP-478 Community Board - Brooklyn No. 8
2019AP-479 Community Board - Brooklyn No. 9
2019AP-483 Community Board - Brooklyn No. 13
2019AP-484 Community Board - Brooklyn No. 14
2019AP-487 Community Board - Brooklyn No. 17
2019AP-488 Community Board - Brooklyn No. 18

2019AP-073 Correction, Board of

2019AP-102 Council, New York City

2019AP-850 Design and Construction, Department of

2019AP-801 Small Business Services, Department of

RANK 2: TIMEFRAME FOR CONFIDENTIAL REPORT (14) TIE

2019AP-067 Children's Services, Administration for

2019AP-030 City Planning, Department of

2019AP-464 Community College, Queensborough

2019AP-866 Consumer and Worker Protection, Department of

2019AP-073 Correction, Board of

2019AP-102 Council, New York City

2019AP-850 Design and Construction, Department of

2019AP-998 Economic Development Corporation, New York City

2019AP-836 Finance, Department of

2019AP-846 Parks and Recreation, Department of

2019AP-781 Probation, Department of

2019AP-827 Sanitation, Department of

2019AP-801 Small Business Services, Department of

2019AP-041 Teachers' Retirement System

RANK 3: ASP/ QUARTERLY REPORT SUBMISSION (13)

2019AP-067 Children's Services, Administration for

2019AP-030 City Planning, Department of

2019AP-866 Consumer and Worker Protection, Department of

2019AP-102 Council, New York City
2019AP-850 Design and Construction, Department of
2019AP-998 Economic Development Corporation, New York City
2019AP-806 Housing Preservation and Development, New York City
2019AP-136 Landmarks Preservation Commission
2019AP-846 Parks and Recreation, Department of
2019AP-944 Queens County Public Administrator, Office of the
2019AP-059 Standards and Appeals, Board of
2019AP-041 Teachers' Retirement System
2019AP-261 Youth and Community Development, Department of

RANK 4: COMMUNICATION: ENTITY HEAD & EEO PROFESSIONAL (12)

2019AP-312 Conflicts of Interest Board
2019AP-866 Consumer and Worker Protection, Department of
2019AP-102 Council, New York City
2019AP-806 Housing Preservation and Development, New York City
2019AP-019 Management and Budget, Office of
2019AP-781 Probation, Department of
2019AP-944 Queens County Public Administrator, Office of the
2019AP-801 Small Business Services, Department of
2019AP-059 Standards and Appeals, Board of
2019AP-156 Taxi and Limousine Commission
2019AP-041 Teachers' Retirement System
2019AP-261 Youth and Community Development, Department of

RANK 5: COMMUNICATE INVESTIGATION OUTCOME/CONCLUSION (11)

2019AP-067 Children's Services, Administration for

2019AP-030 City Planning, Department of

2019AP-866 Consumer and Worker Protection, Department of

2019AP-102 Council, New York City

2019AP-998 Economic Development Corporation, New York City

2019AP-009 Employees' Retirement System, New York City

2019AP-836 Finance, Department of

2019AP-907 Housing Development Corporation, New York City

2019AP-781 Probation, Department of

2019AP-801 Small Business Services, Department of

2019AP-041 Teachers' Retirement System

Appendix V: Testimony – Executive Director

**Testimony of EEPC Executive Director on
Fiscal impact of Introduction No. 755A of 2018, or Local Law 13 of 2019
New York City Council Fiscal Year 2020 Budget and Oversight Hearings
March 25, 2019 at 12:00pm**

Good afternoon members of the Committee on Civil and Human Rights. I am Charise Terry, Executive Director of the New York City Equal Employment Practices Commission, or EEPC. This Commission is represented today by Commissioners Elaine Reiss and Angela Cabrera. We appear before you to present brief testimony on the fiscal impact of Introduction No. 755A of 2018, or Local Law 13 of 2019.

Created by the New York City Charter, the Equal Employment Practices Commission is an independent, non-mayoral Commission empowered by Charter Chapter 36, Sections 830(a), 831(a), (d)(2) and (5), and 832 to audit, evaluate, and monitor the employment procedures, practices and programs of individual municipal entities and their efforts to ensure fair and effective equal employment opportunity for minority group members and women employees and applicants; to recommend resulting practices, procedures, approaches, measures, standards, and programs to be utilized; and to monitor the satisfactory implementation of remedial actions. In addition, the EEPC is responsible for monitoring the coordination and implementation of any City affirmative employment program of equal employment opportunity, including the activities of the Department of Citywide Administrative Services and the New York City Civil Service Commission. Further, the EEPC has the duty to conduct studies or investigations, hold hearings, and make policy, legislative and budgetary recommendations to the Mayor, Council, and the Department of Citywide Administrative Services as deemed necessary to ensure equal employment opportunities for minority group members and women, with the goal of increasing diversity in recruitment and promotion.

Entities that fall under this Commission’s jurisdiction are those that are funded in whole or in part by the City treasury, those in which the majority of the board members are appointed by the Mayor, or those in which the majority of the board members serve by virtue of being city officers. The EEPC’s Board of Commissioners consists of five (5) members: two (2) appointed by the Mayor, two (2) appointed by the City Council, and a Chairperson, who is jointly appointed by the Mayor and the Council Speaker. The Chairperson position has been vacant since 2015. The EEPC’s workforce consists of thirteen (13) employees in four (4) units: Administration, Audit, Research, and Legal. An organization chart and workforce breakdown is attached.

In 2017, consistent with the *Me Too* movement and preceding the New York City Council’s passing of Local Laws 92 through 102 to address workplace sexual harassment, known as the *Stop Sexual Harassment in NYC Act*, the EEPC’s Board of Commissioners approved an Audit Plan for years 2018 through 2021, which examines the sexual harassment prevention and response practices of the current 141 entities under our jurisdiction. The City Council also passed Local Law 13 (or Introduction No. 755-A), in tandem with the EEPC’s initiation of auditing and monitoring for 48 entities in 2019. Concurrent with the EEPC’s implementation of our annual audit plans and compliance monitoring protocols, Local Law 13 requires the EEPC to collect and analyze entity and citywide racial and ethnic underutilization data and provide recommendations to: 1) correct underutilization by entity and group; 2) review the reliability of racial/ethnic classification questions and determine if categories accurately capture the city’s workforce; and 3) strengthen affirmative employment plan oversight and

enforcement for entities. Local Law 13 buttresses the EEPC's authority to recommend corrective actions, including legislative, regulatory and budgetary changes, to address systemic issues that challenge the City as an employer. The EEPC is required to analyze and report citywide ethnic and racial underutilization and adverse impact annually for the next ten (10) years, with the first report being due to the Mayor, City Council, and the public in February 2021.

Financial Impact/Proposed New Needs

Historically, the EEPC has been fiscally responsible given our small budget. Money saving strategies - such as eliminating out-of-office interviews and audit initiation and conclusion conferences and decreasing the number of Commission Member meetings; converting to a completely electronic (virtually paperless) audit process; hand-delivering mail to entities; and, most importantly forgoing much needed training for staff - has enabled us to have an even smaller fiscal footprint. Although the EEPC supports the spirit of the Stop Sexual Harassment in NYC Act and Local Law 13 of 2019, the convergence of these major subject areas, and the importance of providing a thorough and separate evaluation for each, creates an excessive burden that necessitates additional staff and resources. In addition, the need for up-to-date training renews with the passage of new laws.

Upon the Council's request for the financial impact of the Local Law 13, the EEPC proposed, at minimum, the hiring of a full-time Data Scientist or Statistician, a full-time Labor Economist, two (2) subject matter consultants and two (2) Policy Interns. The additional cost is estimated at \$337,456. In addition, in light of the growth in our workforce and the passing of new legislation, the EEPC has a responsibility to provide supporting equipment, resources and training to further the audit and research work that is central to our Charter mandate. The additional cost for this equipment, resources, and training is estimated at \$160,559. The total combined cost is: \$498,015.

We ask for the Council's support, as the lack of additional funding will compromise education for our EEO Program Analysts; the validity and reliability of audits; the fulfillment of our 2018 - 2021 audit plans for the prevention of, and response to, sexual harassment (which includes a remaining 110 municipal entities); and the fulfillment of our new reporting mandate required by Local Law 13 of 2019. In addition, the continuing lack of a Chairperson impairs the Board of Commissioners' ability to function, as the Charter requires a quorum to effectuate decision making. The EEPC is committed to fulfilling the goals of the aforementioned legislation, and with the Council's aid, we believe we will be able to do so.

**Testimony of EEPC Executive Director regarding
Fiscal Impact of Introduction No. 755A of 2018, or Local Law 13 of 2019
New York City Council Fiscal Year 2020 Budget and Oversight Hearing
Personnel Services Increase Requested: \$337,456**

Staffing

EEPC HEADCOUNT FY2020: 14

<i>Resource Required (New Need)</i>	<i>Purpose or Role</i>	<i>Estimated Cost</i>
Data Scientist/ Statistician 1 New Hire	<ul style="list-style-type: none"> • Collect and/or verify, analyze, and monitor workforce data and trends for both mayoral and non-mayoral entities. • Manage and organize disparate data sources into searchable databases. • Automate analytics and data reporting responsibilities. • Design and develop dashboards for facilitating sensitive data dissemination and visualization to entities, government officials, and the public. 	\$105,268 to \$118,728 City Research Scientist, Level 4-A per annum
Labor Economist 1 New Hire	<ul style="list-style-type: none"> • Collect and analyze unique entity (with limited data availability) and union-related data; adverse impact and union requirements/criteria; and UU. • Analyze federal/state/ local economic data, including labor market activity, employment, productivity, and wages. • Study the wage patterns and forecast the economic/fiscal impact of policy changes. • Conduct wage gap and employment barrier analyses. • Conduct research, prepare reports, or formulate plans to address economic problems related to labor issues. 	\$105,268 to \$118,728 City Research Scientist, Level 4-A per annum
Subject Matter Expert/Consultant Temporary 1 - 2 new hires via contract	<ul style="list-style-type: none"> • Provide expert opinion on any trends uncovered. • Present expert testimony on current or past research in relevant fields (e.g., labor/workforce, legal, public policy). 	\$25,000 - \$50,000
Policy Intern Temporary 1 - 2 new hires	<ul style="list-style-type: none"> • Perform supporting data collection and analyses • Coordinate with city entities • Review and research employment policies • Prepare related documents 	up to \$50,000

**Testimony of EEPC Executive Director regarding
Fiscal Impact of Introduction No. 755A of 2018, or Local Law 13 of 2019
New York City Council Fiscal Year 2020 Budget and Oversight Hearing
Other Than Personnel Services Increase Requested: \$160,559**

Training Breakdown: \$95,631

Given our growth and the passing of new legislation, the EEPC has an obligation to provide technical resources, training, and equipment to sustain the audit and research work that is central to our Charter and legislative mandates.

The EEPC's EEO Program Analysts formalize their EEO knowledge and gain valuable acumen by attending a professional certificate program. This provides a firm foundation for the EEPC's audit findings, determinations, and recommendations for corrective action. Currently two (2) out of five (5) EEO Program Analysts are on track to complete the Cornell EEO Professionals Certificate (illustrated) by December 2019. In addition, to assume responsibilities formerly handled by DOITT, the EEPC's newly hired IT professional awaits professional training on the technical aspects of managing the Teammate interactive program that the EEPC uses to manage audits and monitor compliance. To provide the best value, Teammate will simultaneously provide a technical course for the IT professional and a refresher course for EEO Program Analysts on-site.

The EEPC's is currently considering advanced training in statistical analysis packages such as SAS and DataCamp R for research staff. This training would provide comprehensive preparation for the in-depth statistical analysis and data manipulation necessary to fulfill the requirements of Local Law 13 of 2019.

Training Courses	Cost	Unit	No.	Total FY 2020
EEO Professionals Certificate	\$7,793.75	Per Employee	11 (2 new)	\$85,731
On-site Teammate Training	\$3,300.00	Per Day	3	\$9,900
Total				\$95,631

**Testimony of EEPC Executive Director regarding
Fiscal Impact of Introduction No. 755A of 2018, or Local Law 13 of 2019
New York City Council Fiscal Year 2020 Budget and Oversight Hearing**

(OTPS continued) Telecommunication Devices and Services: \$64,928

For the November and January Budget Plans, the EEPC submitted *New Need* requests to the Mayor’s Office of Management and Budget outlining our current technology requirements. These include a Sparkboard and Wi-Fi services to support virtual interviews, audit initiation and conclusion videoconferences, and Commission Member Board meeting presentations; additional workstations and a laptop; and additional funding for telecommunication service contracts and associated upgrades that are necessary for effective operations. In addition, the impending expiration of current operating system licenses and termination of the Department of Information Technology and Telecommunications’ Windows 7 support requires immediate upgrades to our Microsoft Office Suite and new Adobe Pro DC Licenses, which are utilized on a daily basis. An estimate is provided in the illustration.

Telecommunication Devices and Services	Est. Cost	Unit	No.	Total FY 2020 Cost (rounded)
Sparkboard, Equipment, and Service Contract	\$23,379.63	ea.	1	\$23,380
Annual Telecommunications Services (Telephone Service Contract)	\$1,062.50	user per year	16	\$17,000
Windows Upgrades for Existing PCs	\$924.21	ea.	16	\$14,787
Additional Workstations for New Employees (Computers, Monitors, and Equipment)	\$562.10	ea.	4	\$2,248
Laptop	\$1,438.69	ea.	1	\$1,439
Report Production, Printing and Postage	\$40.49	ea.	150	\$6,074
Adobe Pro DC Licenses (Estimate)	Free	user per year	16	Free
Office 365 Licenses	Free	user per year	16	Free
Total:				<u>\$64,928</u>



**2019
ANNUAL REPORT**

Sasha Neha Ahuja
Chair/Commissioner

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Malini Cadambi-Daniel
Elaine S. Reiss, Esq.
Arva R. Rice
Commissioners

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